

## CALL FOR EXPRESSION OF INTEREST (EOI)

### PROVISION OF CONSULTANCY SERVICES TO BOTSWANA HOUSING CORPORATION (BHC) FROM BOTSWANA INCORPORATED COMPANIES

Botswana Housing Corporation (BHC), a parastatal corporation solely owned by Botswana Government and established by an Act of Parliament (Act No: 74 of 1970) is inviting Consultants registered with Public Procurement Asset Disposal Board (PPADB) to express their interest in offering services to the Corporation effective from April 2018 to March 2020 for the following Codes and sub-codes:

CODE	SUB-CODES	MINIMUM QUALIFICATIONS	REGISTRATION WITH PROFESSIONAL BODY	SUBMISSION – ENVELOPE MARKING
1. <b>309</b> Material Testing and Geotechnical Services	<b>01</b> (soils/rocks), <b>02</b> (bitumen), <b>03</b> (concrete), <b>04</b> (steel), <b>05</b> (pavement/ subsurface investigation)	Geologist - Degree in geology, engineering, geoscience/ geotechnical engineering		"PRE-QUALIFICATION OF MATERIAL TESTING AND GEOTECHNICAL SURVEY SERVICES 2018-2020".
2. <b>310</b> Surveying Services	<b>01</b> (land, topography and road alignment), <b>02</b> (geological), <b>03</b> (road materials)	Surveyor - Degree in land surveying/ geomatics	The surveyor must be registered with Department of Surveys and Mapping (DSM)	"PRE-QUALIFICATION OF LAND SURVEYING
3. <b>313</b> Environmental Services	<b>01</b> (environmental assessments), <b>02</b> (archaeological services), <b>03</b> (environmental engineering and monitoring), <b>04</b> (environmental management systems), <b>05</b> (natural resource planning and management), <b>06</b> (environmental policy & legislation), <b>07</b> (auditing & monitoring services)	Environmentalist - Degree in environmental science/ planning Archaeologist - Degree in archaeology	The environmentalist must be registered with BEAPA. The archaeologist must be registered with Department of National Museum, Monuments and Art Gallery (DNMM)	"PRE-QUALIFICATION OF ENVIRONMENTAL SERVICES 2018-2020"
4. <b>320</b> Town and Regional Planning	<b>01</b> (Urban and Regional Planning), <b>02</b> (Transport planning), <b>03</b> (Urban design)	Town Planner - Degree in Town/ Urban and Rural/ Regional Planning/ Urban Design	The Urban/Town/Physical/ Regional Planner must be registered with Department of Town and Country Planning (DTCP)	"PRE-QUALIFICATION OF TOWN & REGIONAL PLANNING SERVICES 2018-2020"

**NOTE – Submission of EOI for all codes is allowed. Each code must have its own submission document, combined submissions will neither be allowed nor considered.**

The approved list of the 4 categories of consultants will form a basis of criteria to procure quotations for respective services for a period of **2 years**. The consultants are **required to submit their respective companies' briefs** covering the following:-

- Company profile clearly detailing the services offered as compared to the PPADB code.
- History of Projects undertaken in the last 10 years (starting with the most current project – state the client, contract sum, year awarded, job description).
- Curriculum Vitae (CVs) with certified qualification certificates, registration certificates with professional bodies and identity documents (omang for Botswana and passport for non-citizens) - **for each code's minimum qualifications, refer to the table above.**
- Work and residence permits for non-citizens
- Place of Operation (Office) and contact details (fax, tel, cell, email).
- List of available equipment.
- Botswana Company registration certificate
- PPADB registration - **for each company brief refer to codes in the table above)**
- Valid BURS Tax Clearance Certificate.
- List of Directors
- Share certificates and shareholders certified copies of omang or passports for non- citizens
- 2 traceable references from any projects carried between (2013-2018)

**All documents should be certified by the issuing authorities and CVs signed by owners. Bidders must submit certified true copies for Original document (neither copy of certified document nor scanned certified document). Failure to submit as required will lead to automatic disqualification. All certification stamps before 1<sup>st</sup> December 2017 will not be allowed and considered.**

#### SUBMISSION

The size of the document is to be A4. The document(s), 1 original and 2 copies are to be submitted in a plain sealed envelope clearly marked as stated in the provided table.

#### DEADLINE FOR SUBMISSION

Submission should not be later than **22<sup>nd</sup> March 2018 at 0900hrs.**

Documents must be registered and submitted at **OFFICE 15**, Property Management and Maintenance Office, Plot No. 10236/7 Lejara road – Broadhurst Industrial.

#### QUERIES

All enquiries regarding this advert should be made on or before **1200hrs** of the **13<sup>th</sup> March 2018** and be addressed to all of the following officers:-

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#### Disclaimer

The Corporation has no obligation to accept any submission and reserves the right to take any decision it deems fit.



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